

# **City of Roman Forest, Texas**

**Fiscal Year October 1, 2019 – September 30, 2020**

**Proposed**

**OPERATING BUDGET**

**GENERAL FUND**

**2016 CERTIFICATE OF OBLIGATION**

**DEBT SERVICE FUND**

**THIS PROPOSED TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

**THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.41 PERCENT AND WILL INCREASE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY \$15.50**

Proposed Total Property Tax Rate for 2018 = .7530%

Maintenance and Operations Rate = .5265%

Debt Service Rate = .2265%

The members of the governing body will vote on the proposal to consider the budget as follows;

Note: Vote to be taken September 17, 2019

FOR:

AGAINST:

PRESENT and not voting:

ABSENT:

**Total Debt Obligations**

Total debt obligation for 2019-2020 fiscal year for the City of Roman Forest secured by property taxes:  
\$246,088.00

This notice and the FY 2019-2020 City of Roman Forest Budget will be filed with the County Clerk and posted on the City's website upon passage by City Council.

**Mayor**

Chris Parr

**City Council**

Lori Koepsel - Position 1

Jill Carlson - Position 2

David Mullane - Position 3

Greg Partin - Position 4

Conley Wallace - Position 5

**City Administrator**

Liz Mullane

**City Secretary**

Kelly Belmore

**Department Heads**

Chief Carlisle, Police Department

Kris Duke, Court Clerk

Sherry Tavel, Municipal Court Judge

Mark Smith, Maintenance Supervisor

**GENERAL FUND REVENUES****2019-2020**

|                                 |                       |
|---------------------------------|-----------------------|
| PROPERTY TAXES                  | 680,000.00            |
| MUNICIPAL COURT                 |                       |
| Municipal Court Traffic Income  | 61,700.00             |
| Warrant Fees                    | 3,000.00              |
| OMNI State Fees                 | 1,000.00              |
| OMNI Base Fees                  | 300.00                |
| OMNI Fees Local                 | 200.00                |
| Time Pay State Fees             | 750.00                |
| Time Pay Local                  | 600.00                |
| Time Pay Efficiency             | 150.00                |
| State Comptroller Court Cost    | 31,300.00             |
| Municipal Court Technology Fund | 2,000.00              |
| Municipal Court Security Fund   | 1,500.00              |
| State Judge Technology Fund     | 2,700.00              |
| POLICE DEPARTMENT INCOME        |                       |
| Miscellaneous Income            | 1,000.00              |
| Contract Services               | 168,000.00            |
| Training Income                 | 6,000.00              |
| FRANCHISE REVENUE               |                       |
| Centerpoint                     | 16,000.00             |
| Entergy                         | 32,000.00             |
| Suddenlink                      | 14,000.00             |
| SW Bell Telephone               | 2,500.00              |
| Waste Services                  | 7,000.00              |
| Other Franchise                 | 1,000.00              |
| BANK INTEREST                   | 1,000.00              |
| CIVIC INCOME                    |                       |
| Pavilion Rental                 | 2,500.00              |
| BUILDING DEPARTMENT             |                       |
| Permit Admin Fees               | 8,000.00              |
| Review and Inspection Fees      | 22,000.00             |
| Permit Fees                     | 34,000.00             |
| Logging Permits                 | 4,500.00              |
| Culvert Permits                 | 1,500.00              |
| Pool Permits                    | 1,000.00              |
| Alarm Permits                   | 1,000.00              |
| Miscellaneous Permits           | 7,500.00              |
| POOL INCOME                     |                       |
| Pool Income                     | 20,000.00             |
| Pool Concession                 | 5,000.00              |
| <b>TOTAL INCOME</b>             | <b>\$1,140,700.00</b> |

## GENERAL FUND EXPENDITURES

### GENERAL OPERATING

|                               |           |
|-------------------------------|-----------|
| Administrative Salaries       | 98,000.00 |
| Secretary Training Incentive  | 500.00    |
| City Secretary Overtime       | 1,200.00  |
| Taxes – Employer FICA         | 49,864.69 |
| Penalties and Fees            | 100.00    |
| City IRA Contribution         | 19,053.78 |
| Miscellaneous                 | 1,500.00  |
| Workmans Comp                 | 14,500.00 |
| Liability Insurance           | 14,000.00 |
| Property Insurance            | 4,000.00  |
| Dues and Subscriptions        | 1,800.00  |
| Office Supplies               | 2,500.00  |
| Kitchen Supplies              | 650.00    |
| Office Equipment              | 5,600.00  |
| City Technology Support       | 12,000.00 |
| Postage                       | 900.00    |
| Accounting Fees               | 25,000.00 |
| Attorney Fees                 | 10,000.00 |
| M.C.A.D.                      | 8,200.00  |
| Audit Fee                     | 1,500.00  |
| Publication of Public Notices | 2,000.00  |
| Unemployment Insurance        | 1,500.00  |
| Miscellaneous (Mayor)         | 1,000.00  |
| Mandatory School Expense      | 1,000.00  |
| City Emergency Expenses       | 6,000.00  |
| Medical Insurance             | 63,853.20 |
| Election Expense              | 4,600.00  |
| Janitorial Supplies           | 1,400.00  |
| Janitorial Services           | 5,200.00  |

### PROPERTY/CAPITAL IMPROVMENTS

|                   |          |
|-------------------|----------|
| City Improvements | 6,000.00 |
| Road Repair       | 5,000.00 |

### BANK FEES

### UTILITIES

|             |          |
|-------------|----------|
| Electric    | 6,800.00 |
| Telephone   | 1,680.00 |
| Natural Gas | 540.00   |
| Water       | 700.00   |

### BUILDING DEPARTMENT

|                     |           |
|---------------------|-----------|
| Inspection Services | 27,000.00 |
|---------------------|-----------|

|                                    |            |
|------------------------------------|------------|
| FEMA GRANT 4269 EXPENDITURES       |            |
| RFT001C – Road Damages 1           | 89,250.32  |
| RFT004C – Road Damages 4           | 52,301.83  |
| RFT002C – Road Damages 2           | 39,220.51  |
| RFT003C – Road Damages 3           | 31,634.52  |
| RFT010C – Road Damages 10          | 1,873.70   |
| RFT006C – Road Damages 6           | 16,626.18  |
| RFT005C – Road Damages 5           | 54,573.29  |
| RFT012C – Road Damages 12          | 52,123.50  |
| RFT001G – RF Park Damages          | 49,632.21  |
| FEMA GRANT 4272 EXPENDITURES       |            |
| RFT001C – 4272 Road Damages 1      | 53,782.83  |
| RFT002C – 4272 Road Damages 2      | 58,443.81  |
| RFT004C – 4272 Road Damages 4      | 44,649.14  |
| RFT005C – 4272 Road Damages 5      | 69,129.77  |
| RFT003C – 4272 Road Damages 3      | 44,863.14  |
| FEMA GRANT 4332 EXPENDITURES       |            |
| 00101 – Pavilion Contents Harvey   | 5,889.48   |
| 00102 – City Hall Contents Harvey  | 1,381.21   |
| 00103 – Pool House Contents Harvey | 3,682.51   |
| 00104 – Pump House Contents Harvey | 236.28     |
| 00105 – Road Repairs Harvey        | 282,671.71 |
| 00106 – Parking Lot Repairs Harvey | 83,228.45  |
| MUNICIPAL COURT                    |            |
| Municipal Court Salaries           | 25,709.00  |
| Court Clerk Certification Pay      | 1,500.00   |
| Judge and Attorney Fees            | 2,550.00   |
| Municipal Technology Fund          | 2,000.00   |
| OMNI Fees                          | 1,500.00   |
| Time Pay Fees                      | 1,000.00   |
| Time Pay Efficiency Fund           | 600.00     |
| Municipal Court Security Fund      | 450.00     |
| Dues and Subscriptions             | 55.00      |
| State Comptroller Court Costs      | 32,000.00  |
| State Judicial Support Fee         | 3,000.00   |
| Court Education                    | 550.00     |
| Court Software                     | 1,200.00   |

PUBLIC WORKS

|                                |           |
|--------------------------------|-----------|
| Major Equipment Purchase       | 5,000.00  |
| Maintenance Salaries           | 57,256.00 |
| Maintenance Overtime           | 2,000.00  |
| Maintenance & Repairs          | 5,200.00  |
| City Hall Maintenance          | 5,000.00  |
| City Hall Harvey Repairs – TML | 7,757.17  |
| Fogging Chem/PEST/Herbicide    | 1,100.00  |
| Fuel/Oil                       | 2,500.00  |
| Shop Supplies                  | 700.00    |
| Tools/Material Purchase        | 1,500.00  |
| Uniforms                       | 600.00    |

POLICE DEPARTMENT

|                               |            |
|-------------------------------|------------|
| Police Salaries               | 401,521.00 |
| PD Overtime                   | 8,000.00   |
| Code Compliance Salary        | 27,040.00  |
| Code Compliance Mileage       | 1,000.00   |
| Certification Pay             | 4,000.00   |
| Certificate Pay               | 1,900.00   |
| Equipment Allowance           | 1,450.00   |
| Longevity Pay                 | 3,250.00   |
| Special Duty Differential     | 3,000.00   |
| Patrol Fuel                   | 18,000.00  |
| Maintenance & Repairs         | 10,000.00  |
| Pro Fund Community Activities | 500.00     |
| Uniforms                      | 2,200.00   |
| Cell Phone                    | 1,200.00   |
| MDT                           | 2,900.00   |
| Radio User Fees               | 2,400.00   |
| Records Management System     | 1,900.00   |
| Technology Hardware Software  | 8,202.33   |
| TCLEDDS                       | 465.00     |
| PD Technology Support         | 1,400.00   |
| Office Supplies               | 2,200.00   |
| Police Supplies               | 12,000.00  |
| Miscellaneous                 | 800.00     |
| Training/State School         | 7,000.00   |
| Telephone                     | 2,500.00   |

|                                   |                        |
|-----------------------------------|------------------------|
| PARKS AND RECREATION              |                        |
| Pool Wages                        | 14,500.00              |
| Pool Chemicals                    | 4,000.00               |
| Pool Supplies                     | 600.00                 |
| Pool Service                      | 2,750.00               |
| Park Utilities                    | 8,000.00               |
| Pool Concession                   | 2,000.00               |
| Pool House Harvey Repairs – TML   | 736.27                 |
| Pool Contents – Harvey – TML      | 1,959.89               |
| Playground – Harvey Repairs – TML | 3,014.65               |
| Pool Fence – Harvey Repairs – TML | 307.50                 |
| Miscellaneous                     | 1,650.00               |
| Park and Pool Repairs             | 5,000.00               |
| Pavilion Maintenance              | 00.00                  |
| Pavilion Contents – Harvey – TML  | 14,616.54              |
| Pavilion – Harvey Repairs – TML   | 5,257.48               |
| PAYROLL EXPENSES                  | 660.00                 |
| CAPITAL OUTLAY – POLICE DEPT      | 17,000.00              |
| <b>TOTAL EXPENSE</b>              | <b>\$2,209,543.89</b>  |
| <b>NET ORDINARY INCOME</b>        | <b>\$-1,068,843.89</b> |
| OTHER INCOME                      |                        |
| <b>TOTAL OTHER INCOME</b>         | <b>00.00</b>           |
| OTHER EXPENSE                     |                        |
| <b>TOTAL OTHER EXPENSE</b>        | <b>00.00</b>           |
| <b>NET OTHER INCOME</b>           | <b>00.00</b>           |
| <b>NET INCOME</b>                 | <b>\$-1,068,843.89</b> |



**CITY OF ROMAN FOREST  
2016 CERTIFICATE OF OBLIGATION**

|                            |                        |
|----------------------------|------------------------|
| INCOME                     |                        |
| BANK INTEREST              | 5,000.00               |
| <b>TOTAL INCOME</b>        | <b>5,000.00</b>        |
|                            |                        |
| EXPENSE                    |                        |
| DRAINAGE AND ROADS         | 1,309,458.08           |
| <b>TOTAL EXPENSE</b>       | <b>1,309,458.08</b>    |
| <b>NET ORDINARY INCOME</b> | <b>\$-1,304,458.08</b> |

**CITY OF ROMAN FOREST  
DEBT SERVICE**

|                             |                   |
|-----------------------------|-------------------|
| REVENUES                    |                   |
| Property Tax – Debt Service | 246,088.00        |
| <b>TOTAL INCOME</b>         | <b>246,088.00</b> |
| EXPENDITURES                |                   |
| Principal – 2016 CO         | 125,000.00        |
| Interest Paid – 2016 CO     | 120,588.00        |
| Paying Agent Fee            | 500.00            |
| <b>TOTAL EXPENSE</b>        | <b>246,088.00</b> |
| <b>NET INCOME</b>           | <b>\$0.00</b>     |